

School Nutrition Administrators:

The Fresh Fruit and Vegetable Program (FF&VP) application season for School Year (SY) 2016-2017 is officially open for North Carolina. North Carolina's official FF&VP Application Packet for SY 2016-2017 is available for you on the School Nutrition website. See the section labeled **"How to Apply - SY 2016-17"** to access the following documents:

- 1) FF&VP Memorandum of Explanation and Invitation for Eligible Elementary Schools to Apply
- 2) Required FF&VP Signature Page Form
- 3) Required "Number of Days FF&VP Operates Weekly" Form
- 4) Instructions for Completing the FF&VP Online Application
- 5) Questions for the FF&VP School Proposal (Word doc)
- 6) 2016-2017 FF&VP Timeline
- 7) Checklist for 2016-2017 FF&VP Application

Thank you for reading all **seven** FF&VP application-related. In addition, please review the [USDA Fresh Fruit & Vegetable Program- A Handbook for Schools, December 2010](#) because all of the information about the FF&VP cannot be included in NC's application information. The FFVP guide is available on the School Nutrition website as well as the [Fresh Fruit and Vegetable Program page](#) of the USDA/FNS website (*select FFVP Resources*)

There are two (2) important deadlines to note:

- 1) **April 8 , 2016, 11:59 PM (Friday)**
Deadline for *completing and saving* FF&VP online applications in the School Nutrition Technology System (SNTS) with no faxes or e-mails accepted
- 2) **April 15, 2016, by 5:00 PM (Friday)**
Deadline for *submitting* the FF&VP Signature Pages **and the "Number of Days FF&VP Operates Weekly" form** with all required signatures in **BLUE** ink to the NCDPI School Nutrition Services office in Raleigh. No faxes or e-mails with electronic signatures accepted.

What You Should Know...

- The FF&VP Signature Pages and the "Number of Days FF&VP Operates Weekly" form are the only **two** FF&VP application documents that must be received in the NCDPI School Nutrition Services Office **by 5:00 PM on Friday, April 15 2016** for the applying school's FF&VP application to be complete and considered.
- The FF&VP Signature Pages (one per applying school) and "Number of Days FF&VP Operates Weekly" form (one form per LEA) are required for each FF&VP application completed online in the SNTS.

If you have questions or need clarification, contact Zoe McKay-Tucker, School Nutrition Specialist at zoe.mckaytucker@dpi.nc.gov or 919-807-3517 for assistance.

Thank you for the consideration of applying for a nutritious opportunity for elementary school students in NC!

Zoe

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